

Approved May 28, 2015



**City of Scottsdale  
Human Services Commission  
Work Study**

**MINUTES**

**Thursday, February 5, 2015**

**Via Linda Senior Center  
10440 North Via Linda  
Scottsdale, AZ 85258**

**PRESENT:** Raoul Zubia, Chair  
Dustin Thomas, Vice-Chair  
Nicholas Thomas, Commissioner  
Enid Seiden, Commissioner  
Donald Nordlund, Commissioner  
Marty Day, Commissioner  
Josina Tishler, Commissioner

**STAFF PRESENT:** Jan Cameron, Director of Parks, Recreation, & Human Services  
Kasey Moyers, Information Technology  
Tim Miluk, Human Services Manager  
Michelle Albanese, Community Assistance Manager  
Michele Payakovich, Senior Grant Program Specialist  
Diane Ethington, Grants Accountant

**Call to order**

Chair Zubia called the meeting to order at 4:05 p.m.

**Roll Call**

Members present as noted above.

**1. CDBG, HOME, Scottsdale Cares, General Funds and Endowment Funds, Orientation and review of applications**

Michelle Albanese, Community Assistance Manager and Justin Boyd, Housing Coordinator, facilitated a discussion with the Commission regarding proposal requests received for Community Development Block Grant (CDBG), HOME, Scottsdale Cares, General Funds and Endowment funds for FY 2015/16.

Mr. Boyd highlighted information outlining the eligibility criteria for the use of Salt River Pima-Maricopa Indian Community (SRPMIC) Gaming Grants. The funding is earmarked for senior congregate meals, senior home delivered meals, and support for homeless shelters. Mr. Boyd said that for convenience in scoring, the applicants who qualify for the SRPMIC funds have been identified together with the total funds requested for each category, the anticipated funding available from the SRPMIC, and the difference in available funds.

Discussion ensued regarding the funding of Tempe Community Action Agency. Mr. Boyd explained that two years ago the City made up the difference in funding and last year the agency was funded with SRPMIC funds. Funding from SRPMIC totals \$65,750 and the two requests eligible for the funds total \$84,620. If both agencies are funded fully through SRPMIC there would be an \$18,870 difference that could be funded through another source. Ms. Cameron added that in addition to the gaming grants there are additional resources through the SRPMIC grants that are being contributed by the City because of the challenges with funding in past years.

Vice-Chair Dustin Thomas recommended that, when time to designate funding, the Commission fund the full \$29,000 request for senior congregate meals requested by Concerned Citizens and apply the remainder to the Tempe Community Action Agency, which would lower the amount of their request to be funded through another source. Mr. Boyd noted that each agency's original proposal is identified and should be scored before designating the SRPMIC funds.

Mr. Boyd said that the Tempe Community Action Agency has indicated that they need the full funding amount requested in order to continue to facilitate their activity. The Commission will have an opportunity to discuss their needs during the agency presentations.

Mr. Boyd briefly reviewed the blue sheet evaluations, noting that staff reviewed all proposals and included questions for agencies that are intended to circumvent additional questions that the Commission might have had during presentations.

Discussion ensued regarding organizations that requested funding from multiple funding sources. Mr. Boyd noted that the prohibition of agencies requesting funds from multiple funding sources for the same activity has made a positive impact in the number of funding requests. The agencies that have requested funds from multiple sources have multiple activities they are funding requests for.

Mr. Boyd noted that licensure verification is not part of the requirement for the funding process; however, due diligence is done internally before contracts are signed with the agencies. Ms. Albanese said that staff inquires with the Corporation Commission to ensure each agency that is funded is in good standing.

Mr. Boyd said that the test version and the final version of the scoring charts are not working on SurveyMonkey. He will be meeting with the IT department to work out the problems and will update Commission members once the problem is resolved.

Ms. Albanese suggested that Commission members take this opportunity to discuss amongst themselves any questions they might have regarding specific agencies. She noted that the performance table showing the past three years history of previously funded agencies is included as part of the blue sheet evaluation.

Mr. Boyd briefly ran through the next steps in the process. There will be two days of agency presentations followed by the formal funding recommendations and discussions, and then finalization of the spreadsheets. After completion of the process, the Commission will have a meeting to discuss the process and recommend any changes.

Vice-Chair Dustin Thomas recommended that all of the homeless shelters be called out and scored comparatively based on their performance. The Commission briefly discussed the idea that most homeless shelters serve regionally and it is difficult to pinpoint Scottsdale residents because the homeless population is very transient.

## **2. Adjournment**

Being duly moved and seconded, the meeting adjourned at 4:59 p.m.

Respectfully submitted,  
A/V Tronics, Inc. DBA AVTranz.